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9-20-1984

Minutes, College of Arts & Sciences Faculty Meeting, September 20, 1984

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From Marvin Newman, Chair of the Faculty

Date September 14, 1984

To Faculty of the College and Professional Staff

Copies To President Seymour, Provost & Dean of the Faculty DeNicola, Associate Dean of the Faculty Lancaster, Dean of the College Watkins, Associate Dean of the College Eller, Associate Dean For Continuing Education Miller, Library Liaison Member Phillips, President of Student Association Boyd, Vice President of Student Association Farro, Sandspur

Subject: September Meeting of the Faculty of the College

The Faculty of The College will meet on Thursday, September 20, 1984 at 3:30 P.M. in the Crummer Auditorium. A reception honoring new colleagues will follow in the Crummer lobby.

AGENDA

1. Reports from the Administration:
 - A. President Thadeus Seymour
 - B. Dean Daniel DeNicola
 - C. Dean Bari Watkins
2. Report of the Steering Committee: Marvin Newman
3. Reports of the Standing Committees
4. Old Business
5. New Business:
 - A. Report of the Associate Dean of the Faculty for Continuing Education: Dean Robert Miller.
 - B. Proposed Bylaw change (Note: formal presentation for adoption of the proposal will be considered at the October meeting of the College faculty on Thursday, October 25 at 3:30 P.M. in the Crummer Auditorium. A copy of the Bylaw modification is being sent under separate cover.
6. Other Reports and Announcements
7. Reception for New Colleagues: Crummer lobby.

MEMORANDUM

ROLLINS COLLEGE

From Marvin Newman

Date Sept. 18, 1984

To Faculty of the College

Copies To

Subject Proposed By-Law Change (By-Laws Of The Faculty Of The College)

The attached bylaw change will be presented at the faculty meeting on Thursday, September 20, 1984. It will be considered formally at the October faculty meeting (Thursday, October 25, 1984).

RECEIVED

SEP 19 1984

OFFICE OF
DEAN OF THE FACULTY

ARTICLE V

COMMITTEES OF THE COLLEGE

PROPOSAL

Section 17. Continuing Education Committee

A. Responsibilities

The Continuing Education Committee represents the College Community in establishing and reviewing goals and policies regarding the adult degree program. It makes recommendations to the Curriculum Committee and the Committee on Standards regarding Continuing Education curriculum proposals and academic standards. On an annual basis it reports to the Steering Committee on the status of continuing education at the College.

The Committee reviews and makes recommendations on such matters as:

- policies related to the development of a core faculty within the Division of Continuing Education; the relationship of such a faculty to established academic departments and faculty evaluation procedures,

- policies related to the development of full time faculty involvement in continuing education courses on an in-load and over-load basis,

- policies related to the development of compensation systems for College and adjunct faculty teaching in the Continuing Education program,

- procedures for establishing the Continuing Education schedule; selection and evaluation of instructors,

- Continuing Education draft proposals, e.g., Catalog, Faculty and Student Handbooks,

- Continuing Education enrollment trends, and other reports which might be requested by the Committee from the Associate Dean,

- Continuing Education academic advisement, counseling and other support services,

- award of credit for prior experience (e.g. challenging final examinations), "

- assessment of community needs and the capacity and appropriateness of the College in responding,

- and other matters which might be raised by the Committee, the Associate Dean of the Faculty or other members of the College Community.

B. Membership (5-1-2)

The following are voting members: the Associate Dean of the Faculty and Director of Continuing Education; four faculty members, one from each Division elected at large; one departmental head, selected by the Department Heads; one Continuing Education adjunct faculty member selected by the Associate Dean; two Continuing Education students selected by the Associate Dean (selected by the Continuing Education Student Association once this body is formulated). The Associate Registrar (Continuing Education) and the Chairperson of the Continuing Education Community Advisory Board serve as a non-voting members.

C. Procedures

1. Quorum.

A quorum shall consist of five voting members of the Committee. While discussion may proceed without a quorum, the Committee may not vote or adopt formal resolutions unless there is a quorum.

2. Agenda.

- a. At the beginning of each academic year, the Chair, Associate Dean of the Faculty and Director of Continuing Education, with the advice of the Chairperson of the Continuing Education Advisory Board, shall establish and distribute to members (and to the Steering Committee) a general agenda for the year's meeting.
- b. At least one week prior to each meeting the Chair distributes an agenda.

Resolution from the Steering Committee

Be it resolved that Article V, Section 17 of the Bylaws be amended to create a Continuing Education Standing Committee (as described above), and that the current Section 17 become Section 18.

ROLLINS COLLEGE

FROM: Dr. Marie C. Shafe, Secretary of the Faculty

TO: Faculty of the College

SUBJECT: Minutes of the September 20, 1984 Faculty Meeting

DATE: September 22, 1984

COPIES TO: President, Provost and Dean of the Faculty, Dean of the College, Associate Deans of the Faculty, President of the Student Government Association, Archives

The Faculty of the College of Arts and Sciences met on September 20, 1984 in Bush Room 108 beginning at 3:37 p.m. Dr. Marvin Newman presiding. The following faculty members signed the attendance register.

Blossey, Erich	Harris, Paul	Lima, Richard	Rodgers, Charles
Borsoi, Edward	Heath, John	Lopez-Criado, Fidel	Ross, John
Bowers, John	Hepburn, William	McAleer, Nancy	Ser, Cary
Carson, Barbara	Howell, Gordon	McCarthy, James	Seymour, Thaddeus
Child, Gloria	Jarnigan, Peggy	Miller, Robert	Shafe, Marie
Coffie, Norman	Johnson, Kathleen	Naleway, Ralph	Sherry, Robert
Cook, Thomas	Juergens, Robert	Nassif, S.J.	Starling, Roy
Cordner, Christopher	Kerr, Roy	Neilson, Steve	Stewart, Marilyn
Curb, Rosemary	Ketchum, Sara	Newman, Marvin	Taylor, Kenna
DeNicola, Daniel	Lairson, Thomas	Nordstrom, Alan	Tarver, Judith
Eller, Allen	Lancaster, Pat	Pequeno, Pedro	Valdes, Luis
Foglesong, Rick	Lane, Jack	Peters, Karl	Wahab, James
Frew, Barbara	Lemon, Robert	Posner, Nadine	Watkins, Bari
Gallo, William	LeRoy, Edmund	Ramsey, Brian	Williams, Donna
Griffin, Donald	Levis, Barry	Reynolds, Sylvia	Williams, Gary

I. ANNOUNCEMENTS AND REPORTS

A. Dr. Newman reminded all present that the reception welcoming new faculty would immediately follow the faculty meeting in the Crummer Lobby.

He also indicated that persons wishing to bring up an issue for consideration at a faculty meeting should contact one of the steering committee members prior to the scheduled faculty meeting. This would allow for the gathering of relevant information prior to the meeting.

Professional staff are invited to attend all faculty meetings.

The Student Association has agreed to reconsider its request of evaluation of advising. A plan outlining what is wanted from an advising system is to be submitted to the Steering Committee.

B. President Seymour reported that steps are being taken to study the rising health insurance costs. Anna Currie is heading a committee to examine options. Faculty members interested in serving on the committee should contact Mrs. Currie.

Warren Johnson has been appointed as Vice-President of Development. He will make periodic visits to the campus this fall and will begin full time December 1, 1984. His initial assignments will include putting together a Centennial campaign staff. Dr. Seymour reported on the progress of development contacts and Centennial campaign plans.

C. Dean Dan DeNicola reported that three (3) accrediting bodies will be on campus this year to examine business, education and chemistry. The Dean of the Faculty office will be following up on the recommendations of the College Self-Study Committees and those from Southern Association of Colleges and Schools.

Dr. DeNicola reminded faculty to provide any information about academically oriented activities for inclusion in the Academic Update. Additionally, syllabi for all fall courses should be sent to the Dean's office.

The library transition will require considerable time and effort. A colloquium will be scheduled at a later date to discuss the transition. Faculty are urged to give much thought to the role of the library throughout the curriculum and reflect this in course syllabi.

Among issues to be taken up by the Provost and Dean of the Faculty are plans for a Social Sciences building and a re-examination of the faculty salary policy. Two (2) highlighted concerns are: 1) quality of the student body and student life and 2) living up to college standards.

Dean DeNicola will be available in the Faculty Club on Thursday, September 27 at 3:30 p.m. to discuss any faculty concerns.

* There are 141 general college faculty for 1984-85.

D. Dean Bari Watkins reported an increase in the number of students housed on campus - 665 returning students and 376 freshmen and transfers. A tentative decision to change Ward co-educational for 1985-86 has been made. Other housing options are being explored.

There has been a significant increase in the percentage of minority students for this year, up to 13%.

Faculty assistance was requested for more faculty-student contact outside the academic setting. Faculty wishing to become actively involved were encouraged to contact the Dean or Dr. Richard Lima, Coordinator of Freshmen Advisement.

Dean Watkins reviewed the "division of labor" within her office.

* E. Dr. Newman reported that there are 114 voting faculty members in the College of Arts and Sciences for 1984-85. The quorum count is 58.

II. BUSINESS

A. Dean Robert Miller gave a review of a resolution to create a new standing committee for Continuing Education. The resolution will be voted upon at the October 25 faculty meeting. The resolution introduced for discussion purposes only.

Dr. Roy Kerr expressed concern about whether the committee would recommend instructors for courses. Dr. Miller indicated that decisions regarding adjunct DCE faculty would be jointly made between Dean Miller and departmental faculty. Dr. Newman reminded faculty that the proposed bylaw change would create a DCE Standing Committee but would not create the goals of the committee.

Dr. Kerr also questioned the membership of the committee.

Dr. Steve Neilson indicated that such a committee could be helpful to the Curriculum Committee and other standing committees.

B. COMMITTEE REPORTS

Dr. Newman called the roster of the Standing Committees. There were no reports.

C. Dean DeNicola introduced a resolution honoring Professor Barbara Carson.

The resolution read as follows:

WHEREAS, the Council for the Advancement and Support of Education conducts an annual recognition for the "Professor of the Year";

WHEREAS, one of our members became the Rollins nominee and received letters of nomination from her current and former students, faculty colleagues, and administrators;

WHEREAS, many are called, but few are chosen;

WHEREAS, from the hundreds and hundreds of candidates, she was selected as one of eight Finalists; and

WHEREAS, she and Rollins College were honored at the CASE National Meeting last summer; and

WHEREAS, her husband took no delight that the final award went to a physicist from New Jersey;

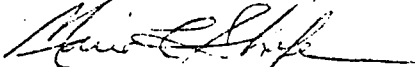
BE IT RESOLVED THAT: we congratulate BARBARA H. CARSON, Associate Professor of English, for her accomplishments and for this special recognition in which we all take pride.

Dr. Judy Provost announced that faculty-staff volleyball would be held each Thursday at noon and encouraged all who could to participate.

III. ADJOURNMENT

The meeting was adjourned at 4:42 p.m. A taped recording of the proceedings is on file in the Archives.

Respectfully submitted by:



Dr. Marie C. Shafe
Secretary of the Faculty

MCS/mg

MEMORANDUM

ROLLINS COLLEGE

From *MS*
Marie C. Shafe, Vice Chair/Secretary of the Faculty

Date October 5, 1984

To Faculty of the College of Arts and Sciences

Copies To President, Dean of the Faculty, Associate Deans of the Faculty, Dean of the College

Subject Associate Dean of the College, President of the Student Association, Archives

Please find attached the resolution for a proposed Standing Committee for Continuing Education. This is a revision of the resolution offered for discussion at the September 20, 1984 faculty meeting. This resolution will be on the agenda for a vote at the October 25, 1984 faculty meeting to be held in Crummer Auditorium at 3:30 p.m.

RECEIVED

OCT 8 1984

OFFICE OF
DEAN OF THE FACULTY

Resolution from the Steering Committee

Be it resolved that Article V, Section 17 of the Bylaws be amended to create a Continuing Education Standing Committee (as described below), and that the current Section 17 become Section 18.

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